



# **WATER PLAN**

## **Standing MEETING GROUND RULES**

There will be many opportunities for meeting participants to engage group discussion. Participants are asked to subscribe to several key agreements to allow for productive outcomes

### **USE COMMON CONVERSATIONAL COURTESY**

*Don't interrupt; use appropriate language, no third party discussions, etc.*

### **ALL IDEAS AND POINTS OF VIEW HAVE VALUE**

*During our initial meetings you may hear something you do not agree with or you think is "silly" or "wrong." Please remember that the purpose of the forum is to share ideas. All ideas have value in this setting. The goal is to achieve understanding. Simply listen, you do not have to agree, defend or advocate.*

### **HONOR TIME**

*We have an ambitious agenda, in order to meet our goals it will be important to follow the time guidelines given by the facilitator.*

### **HUMOR IS WELCOME**

*BUT humor should never be at someone else's expense.*

### **BE COMFORTABLE**

*Please feel help yourself to refreshments or take personal breaks. If you have other needs please let a facilitator know.*

### **SPELLING DOESN'T COUNT**

*Research indicates that writing on a vertical surface (like blackboards or flipcharts) actually increases the number of spelling errors.*

### **ELECTRONICS COURTESY**

*Most of the participants have demanding responsibilities outside of the meeting room. We ask that these responsibilities be left at the door. Your attention is needed for the full meeting. Please turn cell phones, or any other communication item with an on/off switch to "silent." If you do not believe you will be able to participate fully, please discuss your situation with one of the facilitators.*

### **USE THE MICROPHONE**

*When we are in a large room there is varying acoustics. Please use a microphone so that others can hear you.*

### **AVOID EDITORIALS**

*It will be tempting to analyze the motives of others or offer editorial comments. Please talk about YOUR ideas and thoughts.*

### **OTHER?**